

**OFFICE OF INVESTIGATIVE SERVICES
POLICY & PROCEDURE #520**

SYSTEM UPDATES

SYSTEM UPDATES:

The Transaction Report (TR) is both a summary of the information in the system and a document for the Investigator to communicate new information to the system. Each time a TR is submitted with new information, a Replacement TR is created and returned to the assigned Investigator.

A referral is considered dispositioned when all pending program elements are updated to a TR code 2 or TR code 03. A TR will not be accepted for disposition update of one program element while other program elements remain pending ("0" or "4" referral disposition codes). It is acceptable, however, when transferring a pending referral, to change a "0" to a TR code 4 even though other program elements remain "0".

The system contains codes to track the status of the claim from an open "00" status to final adjudication. Claim dispositions can be reported individually for any program type in which a claim is established. A case is considered closed after a final disposition code is reported.